



# **Case for endorsement FBP Food, Beverage & Pharmaceutical Training Package Version 4.0**

**Submitted by Skills Impact  
on behalf of  
Food, Beverage and Pharmaceutical  
Industry Reference Committee**

**December 2019**



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## A. Administrative details

This section provides an overview of the relevant organisations, the case for change and training package components for endorsement.

### Organisational details

This submission is made by the following Industry Reference Committee (IRC):

- Food, Beverage and Pharmaceutical Industry Reference Committee

Skills Impact Ltd is the Skills Service Organisation (SSO) supporting this submission.

### Component details

The Case for Endorsement comprises one updated qualification and eight new units of competency and their associated assessment requirements for endorsement as part of the *FBP Food, Beverage and Pharmaceutical Version 4.0*.

The project produced the following components:

- An update of *FBP30918 Certificate III in Wine Industry Operations*
- Three new Bottling and Packaging units
- Five new Cellar Operations units

In addition, as part of this project, two new skill sets were developed (not for endorsement).

A full list of components proposed for endorsement appears in **Appendix 1: Components for Endorsement**.

### Case for Change details

The Case for Change, Reference number: Skills Impact/TPD/2018-19/002, was approved on 19 February 2019. The requirements set by the Australian Industry and Skills Committee (AISC) in relation to the training package development work are:

- seven new units of competency covering the following work functions:
  - Operate the crushing process (advanced)
  - Perform must draining operation (advanced)
  - Perform oak handling activities (advanced)
  - Advanced fermentation (for wine)
  - Prepare and make additions and finings
  - Operate an automated carton packing process
  - Operate automated palletising.

### Change of Scope details

After industry consultation, the number of new units has increased by one unit so that eight new units have been developed. A scope change was requested and approved by the Department of Employment, Skills, Small and Family Business.

## B. Description of work and request for approval

The section describes the work undertaken and the decision being sought from the AISC. The components submitted for endorsement have been reviewed as part of the following project:

### Work undertaken and why

#### Skill Description:

Getting wine into domestic and international markets requires the input of a team of skilled people, particularly when it comes to large scale businesses. While the title of winemaker is usually reserved for someone with a university degree, getting wine out into the world requires the contribution of a range of individuals with different levels of skill and knowledge.

The role of the VET sector in the wine industry is focused on operational job roles that are typically grouped in five traditional sectors/specialisations:

- viticulture (grape growing) - covering the grape growing cycle from propagation to harvesting
- cellar operations (wine making) - covering the manufacture of wine from raw product to cellaring
- laboratory - covering the analysis, sampling and testing of production products
- bottling and packaging - covering the bottling and packaging of wine products
- cellar door sales - covering the sales, promotion and merchandising of wine product.

Demand for wine products across quality categories varies, for both domestic consumption and export. In general, the lower/middle priced products dominate domestic sales, whereas there has been growth, especially in Asia, for premium brands. Increasing exports is a major strategic focus of the industry, especially with Australian free trade agreements that have opened up markets and opportunities. Export growth has been erratic and is affected by the performance of global competitors. Despite the global competition, the industry has a strong vision for the future growth based on innovation, technology and quality improvements across the sector.

A large share of the growth is coming from high volume wine producers. For example, Casella Family Brands winery in Yenda, NSW already has automated bottling and packaging lines that operate between 24,000 and 40,000 bottles per hour, largely to meet the demands of their export market. In South Australia, *The Advertiser* reported on 16 August 2019 that Treasury Wine Estates will invest between \$150 and \$180 million by June 2021 to expand its bottling and packaging capacity in Wolf Blass Winery and Packaging Centre in Bilyara, South Australia as part of its plans to increase production across its range of wine, many of which are exported. Accolade wines is planning to install a new bottling and packaging line as part of its Berri Estates winery, SA that will produce a minimum of 15,000 bottles per hour with potential to upgrade to 45,000 bottles per hour.

#### Driver for this project:

In 2018, Skills Impact undertook a project in consultation with wine industry representatives and training organisations to review Certificates II and III in Wine Industry Operations and their related units of competency. Towards the end of the project, it became clear that this project would not be able to cover the more complex equipment and systems becoming standard for wine production, bottling and packaging required as elective units in the redesigned Certificate III in Wine Industry Operations. As a result, a Case for Change to create seven new units was proposed to ensure these skills are addressed at the correct level, supporting job roles and strengthening career pathways within the wine industry.

The Case for Change identified the following drivers for this project:

- Technological changes have meant that more and more workers in this industry need to be able to operate more complex equipment and systems for producing wine and undertaking bottling and packaging tasks.

- The need to provide a broader range of wine industry specific elective units for Cellar Operations and Bottling and Packaging Operators for inclusion in the Certificate III in Wine Industry Operations.

Based on advice from 15 Wine Operations Industry and RTO stakeholders in a meeting held in April 2018, the Case for Change proposed seven new units that reflect Australian Qualifications Framework (AQF) level 3 outcomes for the following work functions:

- Operate the crushing process (advanced)
- Perform must draining operation (advanced)
- Perform oak handling activities (advanced)
- Advanced fermentation (for wine)
- Prepare and make additions and finings
- Operate an automated carton packing process
- Operate automated palletising.

#### **Work undertaken:**

The work commenced with visits to large scale wineries in Griffith, New South Wales and Barossa, South Australia in August 2019, to undertake a workplace functional analysis (WFA). The goal of the WFA was to gather the industry information required to develop the seven new units identified in the Case for Change and recruit Subject Matter Experts (SMEs) to assist with the development of the new units. During these visits, the unique work functions of cellar operations workers and bottling and packing workers were observed and discussed in detail with industry experts, including enterprise trainers and trainers/assessors from TAFE SA and NSW TAFE.

As a result of the WFA and consultation with wineries, it became clear that three of the new cellar operations unit proposed in the Case for Change were sufficiently covered by existing Wine Operations units that reflect AQF level 2 outcomes. It also became clear there is a need for new units to develop skills for workers that coordinate several processes and workers across cellar, bottling and packaging functions. A Subject Matter Expert Working Group (SMEWG) was established to advise in the development of the following eight new units:

- FBPBPG3008 Operate an automated carton packing process
- FBPBPG3009 Operate an automated palletising process
- FBPBPG4003 Coordinate wine operations packaging processes
- FBPCEL3019 Prepare and apply complex additions and finings
- FBPCEL4001 Coordinate wine operations vintage processes
- FBPCEL4002 Coordinate wine operations clarification processes
- FBPCEL4003 Coordinate wine operations filtration processes
- FBPCEL4004 Coordinate wine operations general cellar processes

The SMEWG included 14 representatives from industry and Registered Training Organisations (RTOs) from NSW, SA and WA with expertise in cellar operations and bottling packaging in small, medium and large companies. The project included three formal meetings of the SMEWG and several emails and telephone calls with SMEs to confirm the WFA findings and develop the new units. The first draft of the new units and updated Certificate III in Wine Industry Operations were released on Skills Impact's website for broader stakeholder consultation for three weeks during 11 September – 3 October 2019. The feedback gathered during this period was considered in detail by the SMEWG and the (second) validation drafts were released for broader stakeholder feedback during 18 October – 1

November 2019. An industry validation forum was held in Adelaide in which the new units and the updated Certificate III were discussed and reviewed in detail by nine industry and RTO stakeholders. The validation feedback was considered by the SMEWG, the final drafts of the units and updated qualification were created. The packaging rules for the Certificate in Wine Industry Operations were adjusted to enable use of the eight new elective units within the qualification, triggering the need for the qualification to be endorsed as part of the process.

Two new skill sets were also created:

- Coordinate Wine Operations Packaging Processes Skill Set
- Coordinate Wine Cellar Operations Processes Skill Set.

The skills sets were suggested by a member of the Food, Beverage and Pharmaceutical IRC to make the five new 'Coordinate wine operations units available outside of the Certificate III.

## Decision being sought

This submission puts forward the Case for Endorsement for the proposed components of the *FBP Food, Beverage and Pharmaceutical Version 4.0*. The draft components submitted for endorsement by the AISC are:

- *FBP30920 Certificate III in Wine Industry Operations*
- Eight new units of competency
- Two new skill sets (non-endorsed component)

The proposed Training Package components are listed in **Appendix 1: Components for Endorsement**.

## C. Evidence of Industry support

This section provides evidence that the *FBP Food, Beverage and Pharmaceutical Version 4.0. Training Package* is supported by industry.

### Support by IRC(s)

The Food, Beverage and Pharmaceutical IRC are responsible for the *FBP Food, Beverage and Pharmaceutical Training Package*. IRC members supported the recommendation to put forward the proposed training package products to the AISC for endorsement. Please refer to **Section I. IRC support** for written evidence of support.

### Consultation with stakeholders

During development of the training package products, the following communication strategies were used for consultation with stakeholders:

- site visits to six wineries during the WFA (four in NSW and two in SA)
- face to face meetings and webinars with trainers/assessors from TAFE NSW and TAFE SA and wine industry experts to create the initial draft of the new units
- A project page was set up on the Skills Impact website at the start of the project with information about the project, together with progress updates. The project page remained on the website throughout the project. Visitors were invited to register their interest so that they received email alerts about the project, for example, public consultation webinars, and opportunities to provide feedback on draft materials. A link to the project page is provided below.  
<https://www.skillsimpact.com.au/food-beverage-and-pharmaceutical/training-package-projects/certificate-iii-in-wine-operations-project/>
- All 11 RTOs across Australia that have either Certificate II or Certificate III in Wine Industry Operations on their scope of registration were emailed and invited to register their interest in the project, to provide feedback on the draft components and to participate in consultation webinars.
- Three formal meetings with the SMEWG were undertaken between September – November 2019 – these were face to face and via webinar for those who could not travel.
- Draft materials were hosted on the Skills Impact website on two separate occasions. The first was a three-week period from 11 September – 3 October 2019, with an additional two-week period from 18 October – 1 November 2019, for validation of final drafts. Stakeholders were able to provide feedback via an online feedback hub, online questionnaires, emails or telephone.
- Several consultation webinars were made available and promoted during the drafts feedback period. Two consultation webinars were undertaken in which industry and RTOs provided their feedback on the draft components.
- An industry validation forum was held on 7 November 2019 in Adelaide to allow stakeholders to discuss the draft the draft components and to provide feedback.
- IRC member communications with their industry networks.
- Emails and newsletters to state and territory training authorities (STAs/TTAs), vet regulators and other stakeholders to keep them informed of the project's progress.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, organisations and individuals consulted, together with letters of support.

### State/Territory and key stakeholder engagement

Consultation webinars were conducted to gain industry feedback on the draft units of competency, and updated Certificate III in Wine Industry Operations.

A range of stakeholders have been engaged from New South Wales, Victoria, South Australia and Western Australia. Stakeholders have included the Wine Industry Association of SA, representatives

of the State Training Authority in Victoria and Western Australia, employers and employees from wineries and bottling and packing enterprises, and representatives from key training providers who are considered to be SMEs.

All RTOs with the existing Wine Industry Operations qualifications on their scope of registration as well as wine industry stakeholders registered with Skills Impact were emailed and invited to provide feedback on draft components, to participate in consultation webinars and to attend an industry validation forum.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, together with organisations and individuals consulted.

## **Reports by exception**

There are no reports by exception.

## D. Industry expectations about training delivery

This section explains the advice provided in the Companion Volume Implementation Guide for the *FBP Food, Beverage and Pharmaceutical Version 4.0*, together with recommendations for delivery of qualifications as traineeships/apprenticeships.

### Companion Volume Implementation Guide

The companion volume details information that covers key industry expectations about:

- qualifications suitable for vocational education and training delivered to secondary students
- qualifications suitable for delivery as apprenticeships or traineeships
- amount of training/volume of learning requirements to ensure that the individual can gain the necessary skills and knowledge
- key legislative requirements
- essential knowledge requirements.

### Delivery as apprenticeship/traineeship

The Food, Beverage and Pharmaceutical Industry Reference Committee recommends that *FBP30918 Certificate III in Wine Industry Operations* could be the basis for a traineeship or apprenticeship.

## **E. Implementation of the training package components**

This section explains how the training package meets occupational and/or licensing requirements and identifies particular implementation issues and strategies to manage these issues.

### **How training package components meet occupation and licensing requirements**

There are no occupational licensing requirements that apply to the updated *FBP30918 Certificate III in Wine Industry Operations* and eight new Wine Operations units of competency that are being submitted for endorsement.

### **Implementation issues and management strategies**

The eight new units of competency developed as part of this project require access to either a commercial winery or industrial wine packaging plant for training and assessment. In particular, the Assessment Conditions of the Assessment Requirements for each new unit describes the physical conditions, resources and equipment needed for the assessment of the skills. Advice received from both industry and RTO stakeholders during the development of these new units confirms that industry wants the training and assessment of skills to occur in the workplace.

## F. Quality assurance reports

Skills Impact declares that the proposed components of the *FBP Food, Beverage and Pharmaceutical Version 4.0* meet the requirements of the *Standards for Training Packages 2012* and the *Training Package Development and Endorsement Process Policy*.

The table below provides a statement of evidence that the components meet the Training Package Quality Principles.

Principle	Evidenced by:
1. Reflect identified workforce outcomes	<p>Changes demonstrate a clear link back to relevant AISC decisions commissioning the work, the IRC Skills Forecast and Proposed Schedule of Work, National Review Schedule and/or Case for Change, or demonstrate other evidence of industry needs.</p> <p>Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy</p> <p>Evidence that the training package components respond to Ministers' policy initiatives, in particular the CISC 2015 training package reforms</p> <p>Open and inclusive consultation and validation commensurate with scope and impact has been conducted</p>
2. Support portability of skills and competencies including reflecting licensing and regulatory requirements	<p>Packaging rules, qualifications framework, and pathways support movement within and across sectors</p> <p>Identification of skill sets that respond to client needs</p>
3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	<p>Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC.</p>
4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	<p>Provide flexible qualifications that enable application in different contexts</p> <p>Provide multiple entry and exit points</p> <p>Pre-requisite units of competency are used only when required</p>
5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors	<p>Provide pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications</p>
6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements	<p>Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package</p> <p>Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth</p> <p>Compliance with the TGA/National Register requirements for publication</p>

The declaration and statement of evidence is confirmed by the independent Quality Report which is provided in **Appendix 3: Quality Report**.

The *FBP Food, Beverage and Pharmaceutical Version 4.0* has been quality assured through Skills Impact's internal quality processes and the independent quality assurance review. The independent

quality assurance report will be made available to all stakeholders when this version of the training package is submitted for endorsement.

## G. Implementation of COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC would support the COAG Industry and Skills Council reforms to training packages. Completion of training package development work, together with extensive consultation with relevant stakeholders, confirms that the submission:

- does not duplicate existing units of competency
- provides new units of competency that will:
  - develop skilled cellar operations and bottling and packaging workers
  - enable the training of existing workers to undertake essential coordination roles
- ensures the units reflect the processes, machinery, equipment and materials that are relevant and applicable to a variety of commercial wineries and wine bottling and packaging workplaces
- includes two new units related to automated packaging that can be taken up by other work sectors that use automated carton packing and palletising processes
- provides pathways, via two new skill sets, for existing wine operations workers to up skill.

## H. Evidence of completion

Skills Impact confirms that the proposed components of the *FBP Food, Beverage and Pharmaceutical Version 4.0* have been completed according to the work assigned by the AISC in the Case for Change and the subsequent Activity Order. An additional unit was authorised to be created by the Department of Employment, Skills, Small and Family Business following a change request that was submitted on behalf of the Food, Beverage and Pharmaceutical IRC in order to meet the wine industry's requirement. The unit *Coordinate wine operations packaging processes* was requested by wineries that have large scale and highly automated bottling and packaging processes to train workers to coordinate other workers. These skills are very important for an industry that often sees its workforce increase by 30% (usually with itinerant workers) during peak production periods.

The developed training package components are listed in **Appendix 1: Components for Endorsement**. Full copies of the listed training package components are provided with this Case for Endorsement.

### **Evidence that training package component(s) are prepared for publication.**

The Quality Report provides confirmation that the draft components meet the *Standards for Training Packages 2012*.

All components have been created to comply with the National Register requirements for publication. The **Mapping Summary** and **Training Package Modification History** provided in **Appendix 1 Components for endorsement** provide details of the changes to the training package components that are required to allow them to be published on the National Register.

## I. IRC support

The Food, Beverage and Pharmaceutical IRC supports the submission of the training package components detailed in this Case for Endorsement.

Signed for and on behalf of the Food, Beverage and Pharmaceutical by its appointed Chair.

Name of Chair:

Anne Astin

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Signature of Chair:



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Date:

19 December 2019

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## Appendix 1: Components for endorsement

### a. List of qualification titles and codes

<i>FBP Food, Beverage and Pharmaceutical Version 4.0.</i> Qualifications	
Code	Title
FBP30920	Certificate III in Wine Industry Operations

### b. List of unit titles and codes and associated assessment requirements

<i>FBP Food, Beverage and Pharmaceutical Version 4.0.</i> Units of competency	
Code	Title
FBPBPG3008	Operate an automated carton packing process
FBPBPG3009	Operate an automated palletising process
FBPBPG4003	Coordinate wine operations packaging processes
FBPCEL3019	Prepare and apply complex additions and finings
FBPCEL4001	Coordinate wine operations vintage processes
FBPCEL4002	Coordinate wine operations clarification processes
FBPCEL4003	Coordinate wine operations filtration processes
FBPCEL4004	Coordinate wine operations general cellar processes

### c. Skill sets (not for endorsement)

<i>FBP Food, Beverage and Pharmaceutical Version 4.0.</i> Skill sets	
Code	Title
FBPSS00048	Coordinate Wine Operations Packaging Processes Skill Set
FBPSS00049	Coordinate Cellar Operations Processes Skill Set

### d. Mapping information

Mapping of qualifications

<b>Mapping of qualifications between</b> <i>FBP Food, Beverage and Pharmaceutical Version 4.0 and 3.0.</i>			
Code and title (previous version)	Code and title (current version)	Comments	Equivalence statement
FBP30918 Certificate III in Wine Industry Operations	FBP30920 Certificate III in Wine Industry Operations	Five new cellar operations and three new	Equivalent qualification

<b>Mapping of qualifications between FBP Food, Beverage and Pharmaceutical Version 4.0 and 3.0.</b>			
<b>Code and title (previous version)</b>	<b>Code and title (current version)</b>	<b>Comments</b>	<b>Equivalence statement</b>
		bottling and packing units added to the electives Change to the packaging rules to: <ul style="list-style-type: none"> <li>• limit the number of elective units that can be selected that reflect outcomes above AQF level 3</li> <li>• ensure only one of either FBPCEL2007 Prepare and make additions and finings or FBPCEL3019 Prepare and apply complex additions and finings can be selected.</li> </ul>	

#### Mapping of units of competency

<b>Mapping of units of competency between FBP Food, Beverage and Pharmaceutical Version 4.0 and 3.0.</b>			
<b>Code and title (previous version)</b>	<b>Code and title (current version)</b>	<b>Comments</b>	<b>Equivalence statement</b>
Not applicable	FBPBPG3008 Operate an automated carton packing process	New unit	No equivalent unit
Not applicable	FBPBPG3009 Operate an automated palletising process	New unit	No equivalent unit
Not applicable	FBPBPG4003 Coordinate wine operations packaging processes	New unit	No equivalent unit
Not applicable	FBPCEL3019 Prepare and apply complex additions and finings	New unit	No equivalent unit
Not applicable	FBPCEL4001 Coordinate wine operations vintage processes	New unit	No equivalent unit
Not applicable	FBPCEL4002 Coordinate wine	New unit	No equivalent unit

<b>Mapping of units of competency between FBP Food, Beverage and Pharmaceutical Version 4.0 and 3.0.</b>			
<b>Code and title (previous version)</b>	<b>Code and title (current version)</b>	<b>Comments</b>	<b>Equivalence statement</b>
	operations clarification processes		
Not applicable	FBPCEL4003 Coordinate wine operations filtration processes	New unit	No equivalent unit
Not applicable	FBPCEL4004 Coordinate wine operations general cellar processes	New unit	No equivalent unit

Skill sets mapping information (not for endorsement)

<b>Mapping of skill sets between FBP Food, Beverage and Pharmaceutical Version 4.0 and 3.0.</b>			
<b>Code and title (previous version)</b>	<b>Code and title (current version)</b>	<b>Comments</b>	<b>Equivalence statement</b>
Not applicable	FBPSS00048 Coordinate Wine Operations Packaging Processes Skill Set	New skill set	No equivalent skill set
Not applicable	FBPSS00049 Coordinate Cellar Operations Processes Skill Set	New skill set	No equivalent skill set

#### **d. Credit arrangements**

<b>Credit arrangements for FBP Food, Beverage and Pharmaceutical Version 4.0.</b>		
<b>Qualification Code</b>	<b>Qualification Title</b>	<b>Credit Arrangement Details</b>
FBP30920	Certificate III in Wine Industry Operations	At the time of endorsement of this training package, no national credit arrangements exist.

## Appendix 2: Industry support

### Consultation activities

A range of strategies were used for consultation with stakeholders during development of the *FBP Food, Beverage and Pharmaceutical Version 4.0*.

Consultation activities included:

- Project page on the Skills Impact website - throughout project lifecycle:  
<https://www.skillsimpact.com.au/food-beverage-and-pharmaceutical/training-package-projects/certificate-iii-in-wine-operations-project/>
- News articles and stories in Skills Impact newsletters and other external publications – throughout project
- SME Working Group workshops – 4 September to 7 November 2019
- Site visits and face-to-face meetings for Workforce functional Analysis – 12 to 29 August 2019
- Consultation draft 1 – feedback hub, webinars - 11 September to 3 October 2019
- Validation survey and validation meetings - 18 October to 1 November 2019
- Wine industry associations, employers and RTO stakeholders from the major wine growing States were contacted at the commencement of the project and invited to be involved as SMEs or to provide advice on the draft materials. Three large wine making companies (that have wineries in several States) provided SMEs to advise the project:
  - Casella Family Brands that has wineries in NSW, Vic and SA
  - Treasury Wine Estates that has wineries in NSW, SA and Vic
  - Yalumba Family Winemakers that has wineries in SA and Tas
- The wine industry association in QLD, SA, Tas, Vic, and WA, as well as Wine Australia and the Wine Makers Federation of Australia were contacted to provide feedback on draft materials. The associations in QLD and SA responded but the others did not provide feedback.

### Publications

News articles and newsletters were published as part of Skills Impact's communication activities to inform stakeholders of the project's progress and opportunities for input and feedback. These were also distributed to the stakeholders registered on Skills Impact's database of subscribers.

#### *Skills Impact newsletters and website news articles*

Distributed to the Skills Impact database of subscribers.

- New Project in Advanced Wine Operations Skills – 6 Sept 2019
- Draft Wine Operations Qualification Available for Feedback – 11 Sept 2019
- There's Still Time to Have your Say on Advanced Wine Operations Skills – 24 Sept 2019
- Advanced Wine Operations: Comment on final drafts – 18 Oct 2019
- Help Shape the Skills Standards for Your Sector – 24 Oct 2019

In addition to these publications, an *Update on Skills Impact Projects* Newsletter was distributed to State and Territory Training Authorities, Industry Training Advisory Boards and Councils, Victorian Curriculum Maintenance Managers and TAFE NSW Industry Liaison representatives each month, providing updates on all Skills Impact projects, including the Advanced Wine Skills project.

### External publications

- Skills@Work Newsletter – ‘New Advanced Wine Skills Projects’ – September 2019
- Skills@Work Newsletter – ‘There’s Still Time to Have Your Say on Advanced Wine Operations Skills’ – October 2019

## Industry Consultation Participants

### Subject Matter Expert Working Group, 4 September 2019 – Melbourne and via webinar

Name	Organisation	Position	Organisation Type / Size	State
Ben Greening	Wolf Blass, Barossa Valley, SA	Team Leader,	Winery - large	SA
Charlotte Newton	Self-employed Southern Regional TAFE	Wine maker and Consultant Cellar Operations trainer and assessor	Winery - Small RTO - Large	WA
Chris Dahms *	TAFE SA	Bottling and Packaging trainer and assessor	RTO - Large	SA
Darren Broadbent	Yalumba	Cellar Manager	Winery - Large	SA
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Gerard Coote	TAFE SA	Cellar Operation trainer and assessor	RTO - Large	SA
Jody Smith *	Wolf Blass Bilyara Packaging Centre	Packaging Learning & Development Lead	Winery - Large	SA
Kaleb Rohde *	Wolf Blass Bilyara Packaging Centre	Shift Manager	Winery - Large	SA
Matthew Cirillo	Casella Family Brands	Cellar Shift Manager	Winery - Large	NSW
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW
Shayne Collins *	Wolf Blass	Winery Training Lead,	Winery - Large	SA

\* participated via webinar

**Subject Matter Expert Working Group, 9 September 2019 – Via webinar**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Ben Greening	Wolf Blass, Barossa Valley, SA	Team Leader, Cellar	Winery - large	SA
Darren Broadbent	Yalumba, Anguston	Cellar Manager	Winery - Medium	SA
David Hannaford	Yalumba, Oxford	Cellar Manager	Winery - Medium	SA
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Matthew Cirillo	Casella Family Brands	Cellar Shift Manager	Winery - Large	NSW
Shayne Collins	Wolf Blass	Winery Training Lead,	Winery - Large	SA

**Subject Matter Expert Working Group – Bottling and Packaging, 9 October 2019 – Via webinar**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Darren Broadbent	Yalumba, Anguston	Cellar Manager	Winery - Medium	SA
David Hannaford	Yalumba, Oxford	Cellar Manager	Winery - Medium	SA
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW
Shayne Collins	Wolf Blass	Winery Training Lead	Winery - Large	SA

**Subject Matter Expert Working Group – Cellar Operations, 10 October 2019 – Via webinar**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Jody Smith	Wolf Blass Bilyara Packaging Centre	Packaging Learning & Development Lead	Winery - Large	SA
Kaleb Rohde	Wolf Blass Bilyara Packaging Centre	Shift Manager	Winery - Large	SA
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW

**Subject Matter Expert Working Group, 7 November 2019 – Adelaide**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Charlotte Newton	Self-employed	Wine maker and Consultant	Winery - Small	WA
	Southern Regional TAFE	Cellar Operations trainer and assessor	RTO - Large	
Chris Dahms	TAFE SA	Bottling and Packaging trainer and assessor	RTO - Large	SA
Matthew Rudiger	Yalumba, Anguston	Assistant Cellar Manager, Yalumba	Winery - Medium	SA
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW

**Consultation Webinar Participants, 16 September 2019**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Gillian Ireland	River Murray Training	Operations and wine training manager	RTO - Small	SA

**Consultation Webinar Participants, 21 October 2019**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Gillian Ireland	River Murray Training	Operations and wine training manager	RTO - Small	SA
Peter Cole	Portavin	State Manager	Industry - Large	SA
Jody Smith	Wolf Blass Bilyara Packaging Centre	Packaging Learning & Development Lead	Winery - Large	SA
Sue Neilson	Wolf Blass Bilyara Packaging Centre	Shift Manager	Winery - Large	SA
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW

**Consultation Draft Feedback Contributors 24 September – 1 October 2019**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Ian Chamberlain	Berri Estates	Training Coordinator	Winery - Large	SA
Gillian Ireland	River Murray Training	Operations and wine training manager	RTO - Small	SA
Frances Parnell	State Workforce Planning Department of Training and Workforce Development	Manager, Training Curriculum Services	STA - Large	WA
Jess Robertson	Mount Langi Ghiran	Winemaker	Winery - Medium	VIC
Willy Sanders	Taylors Wines	Training Coordinator	Winery - Medium	SA

**Validation Draft Feedback Contributors 10 October – 5 November 2019**

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Gillian Ireland	River Murray Training	Operations and wine training manager	RTO - Small	SA
Peter Cole	Portavin	State Manager	Industry - Large	SA
Willy Sanders	Taylors Wines	Training Coordinator	Winery - Medium	SA
Graham Milburn	Taylors Wines	Production Supervisor	Winery - Medium	SA
Ian Chamberlain	Berri Estates	Training Coordinator	Winery - Large	SA
Jo Ludlow	Yalumba	Manager – Yalumba People	Industry - Large	
Damien Sheehan	Mount Langi Ghiran	General Manager and Viticulturist	Winery - Medium	VIC
Ian Curry	Australian Manufacturing Workers' Union  FBP Industry Reference Committee	National Coordinator: Skills, Training & Apprenticeships Deputy Chair	Union – Large  IRC - Small	National
Frances Parnell	State Workforce Planning Department of Training and Workforce Development	Manager, Training Curriculum Services	STA - Large	WA

Name	Organisation	Position	Organisation Type / Size	State
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Charlotte Newton	Southern Regional TAFE	Cellar Operations trainer and assessor	RTO - Large	WA
Darren Broadbent	Yalumba, Anguston	Cellar Manager	Winery - Medium	SA
Ben Greening	Wolf Blass Bilyara Winery	Team Leader, Cellar	Winery - Large	SA

**Validation Meeting Participants, 7 November 2019, Adelaide**

Name	Organisation	Position	Organisation Type / Size	State
Chris Dahms	TAFE SA, Barossa	Bottling and Packaging trainer and assessor	RTO - Large	SA
Henrik Wallgren	South Australia Wine Industry Association	Wine Operations trainer and assessor	Industry - Large	SA
Gillian Ireland	River Murray Training	Operations and wine training manager	RTO - Small	SA
Peter Cole	Portavin	State Manager	Industry - Medium	SA
Michael Horley	Casella Family Brands	Packaging Technical Trainer	Winery - Large	NSW
Frank Alampi	TAFE NSW	Wine Operations trainer and assessor	RTO - Large	NSW
Ben Greening	Wolf Blass Bilyara Winery	Team Leader, Cellar	Winery - Large	SA
Shayne Collins	Wolf Blass Bilyara Winery	Winery Training Lead	Winery - Large	SA
Charlotte Newton	Self-employed	Wine maker and Consultant	Winery - Small	WA
	Southern Regional TAFE	Cellar Operations trainer and assessor	RTO - Large	

**Other face-to-face consultation activities to undertake workplace functional analysis and develop initial drafts**

In addition to regular email and telephone contact with relevant stakeholders and SMEs, face-to-face consultation activities have taken place with the following as part of this project.

<b>Name</b>	<b>Organisation</b>	<b>Position</b>	<b>Organisation Type / Size</b>	<b>State</b>
Tim McWilliam	McWilliams, Griffith	Cellar Manager	Winery - Large	NSW
Paul Foley	De BORTOLI, Griffith	HR Manager	Winery - Large	NSW
Paul Davoren	De BORTOLI, Griffith	Cellar Manager	Winery - Large	NSW
Danny Ross	Calabria Family Wines, Griffith	Cellar Manager	Winery - Large	NSW
Michael Slater	Casella Family Brands, Yenda	Cellar Operations Manager	Winery - Large	NSW
Matthew Cirillo	Casella Family Brands, Yenda	Cellar Shift Manager	Winery - Large	NSW
Michael Horley	Casella Family Brands, Yenda	Packaging Technical Trainer	Winery - Large	NSW
Frank Alampi	TAFE NSW, Griffith Campus	Wine Operations trainer and assessor	RTO - Large	NSW
Darren Broadbent	Yalumba, Anguston	Cellar Manager	Winery - Medium	SA
Shayne Collins	Wolf Blass, Barossa	Winery Training Lead,	Winery - Large	SA
Jodi Smith	Wolf Blass Bilyara Packaging Centre, Barossa	Packaging Learning & Development Lead	Winery - Large	SA
Gerard Coote	TAFE SA, Barossa and Mt Gambier	Cellar Operations trainer and assessor	RTO - Large	SA
Chris Dahms	TAFE SA, Barossa	Bottling and Packaging trainer and assessor	RTO - Large	SA

# Letters of Support



21 November 2019

Julie Stratford  
Industry Engagement Manager  
Skills Impact  
PO Box 466  
North Melbourne, VIC 3051

Dear Julie

**RE: Certificate III in Wine Industry Operations – FBP Advanced Wine Skills project**

## **About us**

The South Australian Wine Industry Association (SAWIA) is an employer and industry association representing the interests of wine grape growers and wine producers throughout the state of South Australia. SAWIA (as it is known today) was established in 1840 as the *Society for the Introduction of Vines*.

SAWIA is a not for profit incorporated association, funded by voluntary member subscriptions, grants and fee for service activities, whose mission is to provide leadership to South Australian grape and wine businesses so they achieve great things that they couldn't by themselves.

SAWIA membership represents approximately 96% of the grapes crushed in South Australia and about 36% of the land under viticulture. Each major wine region within South Australia is represented on the board governing our activities.

SAWIA is a registered association of employers under the South Australian *Fair Work Act 1994* and is also a Recognised State-Registered Association under the *Fair Work (Registered Organisations) Act 2009*.

SAWIA has a long-standing interest in employment, vocational education and training, skills and careers, immigration and related policy areas. SAWIA's policy positions in relation to employment are proposed and endorsed by our Employee Relations Committee, which comprises of HR Executives and Senior Managers, some with national responsibilities, drawn from the membership.

SAWIA is a member of the Food, Beverage and Pharmaceutical Industry Reference Committee.

## **Certificate III in Wine Industry Operations**

SAWIA supports the new units, skill sets and update to the Certificate III in Wine Industry Operations developed as part of the FBP Advanced Wine Skills project undertaken by Skills Impact.

SAWIA were consulted during consultation processes that have occurred during the project from and were given opportunities to provide feedback during the project. A number of our members were also directly involved in the project.

We are satisfied that the revised qualification better reflects real job roles in Cellar Operations and Bottling and Packaging parts of the Wine Industry.

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**South Australian Wine Industry Association Incorporated**  
ABN 43 807 200 928  
1<sup>st</sup> Floor Industry Offices, National Wine Centre, Botanic Road, Adelaide SA 5000  
Tel: 81 8 8222 9277 Fax: 81 8 8222 9276 Email: [admin@winesa.asn.au](mailto:admin@winesa.asn.au) Web: [www.winesa.asn.au](http://www.winesa.asn.au)

We are pleased to see the availability of the five new Coordinate Wine Operations units, as the industry relies heavily on casual workers during peak production times and these workers require training and coordination to perform to the levels required by industry.

We also support the development of two new units related to high speed automated packaging processes as companies are increasing the levels of automation for their bottling and packaging lines. These new units reflect real work functions in the industry

We therefore support this qualification being submitted for final approval.

Yours sincerely

  
**HENRIK WALLGREN**  
Business Services Manager



**YALUMBA**  
FAMILY WINEMAKERS 1849

5<sup>th</sup> December 2019

**MEMO**

**From: Darren Broadbent**

To: Whom it may concern

**Re: Endorsement of draft Cellar Operations units**

As a wine industry representative I have been involved as a consultant in the drafting of the five proposed additional Cellar operations units.

These additional units will give the wine industry greater flexibility in selecting units of qualification in line with business needs as well as individual employee training and development plans.

Regards,

**DARREN BROADBENT**  
CELLAR MANAGER



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T +61 (08) 8561 3200 · YALUMBA.COM · S. SMITH & SON PTY LTD ABN 17 007 871 427  
DALRYMPLE VINEYARDS · EARTHWORKS · HEGGIES VINEYARD · HILL SMITH ESTATE · JANSZ TASMANIA · NAUTILUS ESTATE  
OPAWA · OXFORD LANDING ESTATES · PEWSEY VALE VINEYARD · RUNNING WITH BULLS · SMITH & HOOPER · YALUMBA



25/11/2019  
Attn: JULIE STRATFORD  
Skills Impact

To whom it may concern,

This letter is to support the changes made by Skills Impact to the wine industry operations qualification, skill sets and units that are included in the Certificate 3 in Wine Industry Operations.

We have been informed of the changes during the consultation process through workshops, feedback forums and webinars. We have been given the chance to provide feedback and suggestions for the changes during the project and we are satisfied the units now reflect the actual job roles in Cellar and Bottling Operations in the Wine Industry.

As a company we are happy to see the inclusion of the five new Coordinate Wine Operations units as these provide the training and skills required for our staff in our business during our peak production times. We will be able to utilise these units in all of our winery sites that range from small to very large production.

We have long been pushing for the inclusion of new units to the bottling and packaging to reflect the changes in technology and speed and machines. We are pleased to see the two new units developed relating to high speed automated packaging reflect the real work functions faced in this industry. These units will be a welcome addition to the Certificate 3 in Wine Industry Operations for Bottling and Packaging staff.

The wine industry is constantly evolving and it still relies on some old world techniques blended with the newest technologies. With these new technologies come new challenges and requirements for staff understanding and competencies. These revised qualifications are a start to enhance the skills and knowledge of our workforce and therefore in the Australian wine industry overall.

We at Casella Family Brands support the changes that have been proposed and look forward to utilising these revised qualifications to progress our staff further.

Sincerely,

*Michael Horley*

**MICHAEL HORLEY**  
Packaging Technical Trainer

D +61 2 8961 3150 M +61 (0)488 218 774 E michael.horley@casellafamilybrands.com

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460 Pacific Hwy, St Leonards NSW 2065  
T +61 2 9330 4700

ABN 96 060 745 315

9<sup>th</sup> December 2019

**New Units for Wine Industry Operations – Cert III**

Mount Langi Ghiran Pty Ltd supports the new units, skill sets and updates to the Certificate III in Wine Industry Operations developed as part of the FBP Advanced Wine Skills project undertaken by Skills Impact.

- Mount Langi Ghiran representatives participated in consultation processes that occurred during the project and were given opportunities to provide feedback during the project
- We believe the revised qualification better reflects real job roles in Cellar Operations and Bottling and Packaging parts of the Wine Industry.
- The industry relies heavily on casual workers during peak production times and these workers require training and coordination to perform to the levels required by industry. And therefore, we are pleased to see the availability of the five new Coordinate Wine Operations units.
- Also, we are pleased to see the development of two new units related to high speed automated packaging processes as companies are increasing the levels of automation for their bottling and packaging lines. These new units reflect real work functions in the industry

We are happy to support the proposed revisions and inclusions for Certificate III, Winery Operations as presented by Skills Impact.

Yours faithfully,



Damien Sheehan,  
General Manager and Viticulturalist,  
Mount Langi Ghiran.



**TAFE**  
NSW

PO BOX 707  
BROADWAY NSW  
2007 AUSTRALIA

Skills Impact  
Food, Beverage & Pharmaceuticals  
559A Queensberry St,  
North Melbourne,  
Victoria 3051

To Whom it may concern,

**Advanced Wine Operations Project**

TAFE NSW supports the additional new units, skill sets and update to the Certificate III in Wine Industry Operations developed as part of the FBP Advanced Wine Skills project undertaken by Skills Impact.

After discussions with industry partners it has become apparent that the current superseded qualification was not meeting industry needs, and there was a definite requirement for the qualification to be modernised.

TAFE NSW representatives, including Teachers and Managers delivering this qualification, were consulted throughout the consultation processes that have occurred during the project and were given opportunities to provide feedback during the project.

TAFE NSW representatives are satisfied that the revised qualification better reflects current job roles in Cellar Operations and Bottling and Packaging departments of a winery operations business.

The requirement for additional cellar units has been met by the five new Coordinate Wine Operations units, as the industry relies heavily on casual workers during peak production times and these workers require training and coordination to perform to the levels required by industry. Throughout the consultation process we have discussed at length with our industry partners and they have indicated that the new units suit their current training requirements for current and prospective staff at supervisors/managers level.

The development of the new units related to high speed automated packaging processes were essential as companies are increasing the levels of automation for their bottling and packaging lines. These new units now reflect real work functions within industry packaging plants.

Yours Sincerely,

Frank Alampi  
Wine Industry Operations Teacher  
TAFE NSW

Virginia Franco  
Team Leader Wine and Food Centre  
TAFE NSW



## Letter of Support

To whom it may concern,

My name is Craig Smith and I work as a trainer and assessor in Cert III in wine industry operations at Suntafe Mildura. We support the new units, skill sets and updates to the Certificate III in wine industry operations development as part of the FBP advance wine skills project undertaken by skills impact. We have been consulted during the consultation processes that have occurred during the project and we were given plenty opportunities to provide feedback during this time. We are satisfied with the revised qualification as it better reflects real job roles in the cellar and bottling parts of the wine industry. We are happy with the five new wine operations units, the industry relies on well-trained staff during the peak production time of the year and these units help us to achieve this in the wine industry at the levels required. In addition, it is pleasing to see that new units relating to automated bottling and packaging lines are coming into the certification to reflect what is happening in the industry now.

On a personal note, I am pleased with the new Certificate III in Wine Industry Operations. This is because I am able to customize it to each student giving them the units that best suit them and not just making sure we have seven units in A,B or C. Everyone I have spoken to in the industry say it's the best thing that has happened to the Certificate.

Kind Regards  
Craig Smith  
Teacher – food processing/ Wine Industry Operations

## Appendix 5: Quality assurance report

### Section 1 – Cover page

Information required	Detail
Training Package title and code	<b>FBP Food, Beverage and Pharmaceutical Training Package V4.0</b>
Number of new qualifications and their titles <sup>1</sup>	<b>0</b>
Number of revised qualifications and their titles	1 FBP30920 Certificate III in Wine Industry Operations
Number of new units of competency and their titles	8 FBPBPG3008 Operate an automated carton packing process FBPBPG3009 Operate an automated palletising process FBPBPG4003 Coordinate wine operations packaging processes FBPCEL3019 Prepare and apply complex additions and finings FBPCEL4001 Coordinate wine operations vintage processes FBPCEL4002 Coordinate wine operations clarification processes FBPCEL4003 Coordinate wine operations filtration processes FBPCEL4004 Coordinate wine operations general cellar processes
Number of revised units of competency and their titles	0
Confirmation that the panel member is independent of: <ul style="list-style-type: none"> <li>the Training Package or Training Package components review ('Yes' or 'No')</li> <li>development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No')</li> <li>undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No')</li> </ul>	I confirm that I, Maree Thorne, am independent of: The Training Package or Training Package components review (Yes) Development and/or validation activities associated with the Case for Endorsement (Yes) Undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report (Yes)
Confirmation of the Training Packages or components thereof being compliant with the <i>Standards for Training Packages 2012</i>	<b>The Training Package components in the Case for Endorsement comprising one revised qualification and eight new units of competency and their associated assessment requirements are compliant with the <i>Standards for Training Packages 2012</i></b>

<sup>1</sup> When the number of training products is high the titles can be presented as an attached list.

Information required	Detail
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Products Policy</i>	<b>The Training Package components in the Case for Endorsement (one revised and eight new units of competency and associated assessment requirements) are compliant with the <i>Training Package Products Policy</i></b>
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Development and Endorsement Process Policy</i>	<b>The Training Package components in the Case for Endorsement are compliant with the <i>Training Package Development and Endorsement Process Policy</i></b>
Panel member's view about whether: <ul style="list-style-type: none"> <li>the evidence of consultation and validation process being fit for purpose and commensurate with the scope</li> <li>estimated impact of the proposed changes is sufficient and convincing</li> </ul>	<b>It is the panel member's view that the evidence of consultation and validation processes undertaken by the developer are fit for purpose and commensurate with the scope of the Case for Endorsement, and the estimated impact of the proposed changes is sufficient and convincing</b>
Name of panel member completing Quality Report	<b>Maree Thorne</b>
Date of completion of the Quality Report	<b>Revised 2 December 2019</b>

## Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 1</p> <p>Training Packages consist of the following:</p> <ol style="list-style-type: none"> <li>1. AISC endorsed components: <ul style="list-style-type: none"> <li>• qualifications</li> <li>• units of competency</li> <li>• assessment requirements (associated with each unit of competency)</li> <li>• credit arrangements</li> </ul> </li> <li>2. One or more quality assured companion volumes</li> </ol>	<p><b>Yes</b></p>	<p><b><i>The proposed components of the FBP Food, Beverage and Pharmaceutical Training Package version 4.0 meet the requirements of Standard 1.</i></b></p> <p>The Training Package components in the Case for Endorsement (CfE) include: one revised qualification, and eight new units of competency, each with associated assessment requirements.</p> <p>The CfE specifies that no credit arrangements exist for this qualification at the time of development.</p> <p>The FBP Training Package V4.0 Companion Volume Implementation Guide (CVIG) Parts 1 and 2, provide implementation advice including mapping of equivalency and changes and have been quality assured in this process.</p> <p>No additional companion volumes are included</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 2</p> <p>Training Package developers comply with the <i>Training Package Products Policy</i></p>	<p><b>Yes</b></p>	<p><b>The developer has complied with the Training Package Products Policy</b></p> <p>Supporting evidence includes:</p> <ul style="list-style-type: none"> <li>• Compliance with coding of the revised qualification. It was noted in the CfE and discussed with the developer in the QA process that although the 'new' units are being added to the existing qualification as electives which would normally reflect a minor change, changes to the packaging rules necessitate recoding and inclusion of the changes in the endorsement process</li> <li>• None of the new units of competency have pre-requisite requirements, and information is provided in the CVIG part 1 (page 56) in relation to industry recommendations for existing operational competency</li> <li>• The CVIG outlines how Foundation Skills have been addressed in units of competency and emphasises that RTOs must consider them as part of the training and assessment for each unit.</li> <li>• The FBP CVIG V4.0 includes guidance to ensure that learners are not discriminated against and guidance around reasonable adjustment to accommodate learners with disabilities or particular needs. Reference has been made to Disability Standards for Education, 2005.</li> <li>• Pathway advice is included in the CVIG, as is clear information about qualification mapping to inform users of changes to the packaging rules</li> <li>• The availability of two new skill sets provides additional flexibility and pathway options for individuals and learners.</li> </ul>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 3</p> <p>Training Package developers comply with the AISC <i>Training Package Development and Endorsement Process Policy</i></p>	<p><b>Yes</b></p>	<p><b><i>The developer has complied with the AISC Training Package Development and Endorsement Process Policy</i></b></p> <p>The CfE outlines details of the development and endorsement process undertaken including:</p> <ul style="list-style-type: none"> <li>• Site visits and workplace functional analysis</li> <li>• Establishment of an SME working group</li> <li>• Public consultation and validation opportunities on the draft components</li> <li>• Project webpage, direct invitations and newsletter/articles to stakeholders to engage</li> </ul>
<p>Standard 4</p> <p>Units of competency specify the standards of performance required in the workplace</p>	<p><b>Yes</b></p>	<p><b><i>All units of competency specify the standards of performance required in the workplace.</i></b></p> <p>Some small amendments for clarity and alignment with assessment requirements was recommended and adopted by the developer.</p>
<p>Standard 5</p> <p>The structure of units of competency complies with the unit of competency template</p>	<p><b>Yes</b></p>	<p><b><i>The structure of the eight new units of competency comply with the competency template</i></b></p>
<p>Standard 6</p> <p>Assessment requirements specify the evidence and required conditions for assessment</p>	<p><b>Yes</b></p>	<p><b><i>Assessment requirements for the eight units of competency specify the evidence requirements and required conditions for assessment.</i></b></p> <p>The CVIG (p. 55) confirms the assessment conditions that due to plant and equipment requirements, the units can only be assessed in a commercial winery or industrial packaging plant as being the advice of industry.</p>
<p>Standard 7</p> <p>Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template</p>	<p><b>Yes</b></p>	<p><b><i>All units of competency have associated assessment requirement, the structure of which comply with the assessment requirement template.</i></b></p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 8</p> <p>Qualifications comply with the Australian Qualifications Framework specification for that qualification type</p>	<p><b>Yes</b></p>	<p>In the QA process, discussion with the developer confirms that the revised qualification packaging rules are intended to support the alignment of the qualification with the AQF level 3 outcome, through the specification and restrictions on units with indicative AQF level coding.</p>
<p>Standard 9</p> <p>The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template</p>	<p><b>Yes</b></p>	<p><b><i>The structure of the information for the AQF qualification complies with the qualification template.</i></b></p>
<p>Standard 10</p> <p>Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template</p>	<p><b>Yes</b></p>	<p><b><i>The CfE and the FBP CVIG indicate that no national credit arrangements exist for the proposed qualification at the time of publication.</i></b></p>
<p>Standard 11</p> <p>A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.</p>	<p><b>Yes</b></p>	<p><b><i>The proposed training package components in this submission are accompanied by the FBP V4.0 CVIG (in two parts). The CVIG complies with the template and was reviewed in this QA process.</i></b></p>
<p>Standard 12</p> <p>Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.</p>	<p><b><i>Not Applicable</i></b></p>	

## Section 3 – Compliance with the training package quality principles

Note: not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.

### Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle  Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Driven by industry's needs	Yes	<p>The CfE identifies the key driver of the project was a previous review of the wine industry operations qualification, which did not sufficiently address emergent industry processes, machinery, equipment and materials in commercial, high volume winery bottling and packaging workplaces.</p> <p>The proposed components are in alignment with the activity order and the CfE specifies Departmental approval of the change of scope of an additional unit.</p>
<p>Compliant and responds to government policy initiatives</p> <p>Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:</p> <ul style="list-style-type: none"> <li>• ensure obsolete and superfluous qualifications are removed from the system</li> <li>• ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and</li> </ul>	Yes	<p>The endorsed components respond to the COAG Industry and Skills Council's (CISC) training package reforms, specifically:</p> <ul style="list-style-type: none"> <li>• <b>foster greater recognition of skill sets</b></li> <li>• <b>ensure that the training system better supports individuals to move easily from one related occupation to another</b></li> </ul> <p>The endorsed components will be supported by two new skill sets.</p> <p>Additionally, the CfE identifies outcomes of the new units to be the development of skilled cellar operations and bottling and packaging workers and enable the training of existing workers to undertake essential coordination roles (in the context of an industry that utilises a high proportion of itinerant workers at peak times)</p> <ul style="list-style-type: none"> <li>• <b>improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors</b></li> </ul>

<p>to consumers to enable more informed course choices</p> <ul style="list-style-type: none"> <li>• ensure that the training system better supports individuals to move easily from one related occupation to another</li> <li>• improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors</li> <li>• foster greater recognition of skill sets</li> </ul>		<p>The developer has highlighted that two of the eight new units of competency developed related to automated packaging were written to enable them to be taken up by other work sectors that use automated carton packing and palletising processes.</p>
<p>Reflect contemporary work organisation and job profiles incorporating a future orientation</p>	<p>Yes</p>	<p>The performance evidence requirements in the Assessment Requirements of individual units of competency are detailed in relation to use of contemporary bottling and packaging and wine production machinery, processes and practices.</p> <p>Consultation and validation activities outlined in the CfE are commensurate with the scope of the project of eight new units of competency, all elective options within an existing qualification.</p>

### Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle <i>Please see examples of evidence in the Training Package Development and Endorsement Process Policy</i>
<p>Support movement of skills within and across organisations and sectors</p>	<p>Yes</p>	<p>Qualification packaging rules enable flexibility with the allowable import of up to four units as well as pathways provided by two skill sets for existing wine operations workers to up skill.</p>
<p>Promote national and international portability</p>	<p>Yes</p>	<p>Consultation included stakeholders from a number of states with agreement for the components indicating inclusion of national standards for skills.</p>

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Reflect regulatory requirements and licensing	Not Applicable	No regulatory or licensing requirements applicable to the draft components

**Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Reflect national consensus	Yes	<p>The CfE evidences a national consultation process providing stakeholders with opportunities to participate via a number of communication channels (site visits by developer, SME working groups, email and online feedback hubs, direct engagement via webinar, and face to face validation sessions) to capture feedback on the endorsed components throughout the duration of the review.</p> <p>Reference is made in the CfE (and confirmed on the project website) to components being published for periods of time at each stage, including validation to confirm draft components.</p> <p>The components appear to be supported by all stakeholders.</p>
Recognise convergence and connectivity of skills	Yes	Units for endorsement have been developed specifically for the wine operations industry

**Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Meet the diversity of individual and employer needs	Yes	Addition of new units as electives into the existing Certificate III qualification enables use in various contexts by individuals and employers
Support equitable access and progression of learners	Yes	The eight individual units are supported by two skill sets. None of the proposed units of competency have prerequisite requirements.

**Quality principle 5: Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support learner transition between education sectors	Yes	As identified in the Equity Report:  The FBP Companion Volume Implementation Guide 4.0, provides information about pathways into, and out of the revised Certificate III qualification.  This includes information about qualifications suitable for schools and apprenticeship pathways. There are no credit arrangements for pathways to higher education.

**Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support implementation across a range of settings	Yes	Industry advice about delivery is provided via the FBP CVIG V4.0 Parts 1 and 2, which have been quality assured and are ready for publication at the same time as the Training Package.

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle  Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support sound assessment practice	Yes	The draft Units of Competency and associated Assessment Requirements include detailed references to volume and frequency of Performance Evidence and include Assessment Conditions specifying necessary resources, equipment and allowable contexts for assessment.
Support implementation	Yes	The developer has confirmed that recommendations for changes made in the QA process have been considered and that all components are ready for publication in compliance with the TGA requirements for publication.